

22 October 1970

*Received 21 Oct 70
JTR*

MEMORANDUM FOR THE RECORD

SUBJECT : Language Assessment & Testing Project (LANGAT)

REFERENCE: Memorandum dated 11 September 1970 from HRS Task Force Leader to OP and OTR

STATINTL

A meeting was held on 21 October 1970 to discuss the referenced memorandum. In attendance were [REDACTED]

The following points were resolved:

STATINTL

1. The Office of Personnel will be the command to specify requirements. OTR is delegated the task of providing data for the record keeping. [REDACTED]

STATINTL

2. The Language Development Committee (LDC) has the major responsibility for programming an increase in language capabilities throughout the Agency which has fallen to an all-time low. [REDACTED]

STATINTL

3. Pronunciation will be dropped as a language factor. The definition of the speaking factor will be changed to reflect pronunciation. (All agreed)

4. Recording of entire disclaims or individual factor disclaims will continue. It is a necessity for OP/QAB.

5. A test date for each factor tested will be necessary to provide retesting call-up support.

The following points were unresolved:

STATINTL

1. Input of language claims: presently kept at a minimum. Inputted only if cutoff date near and test results not received. [REDACTED]

2. Language ratings codes: OTR/LS uses the numeral and supplementary "+" internally, and it was agreed that this type of rating will be unnecessary in any centralized system. The HINES and/or numeric code is deemed a necessity of OP/QAB until something better comes up. [REDACTED]

STATINTL

Other matters discussed:

1. Effective 1 January 1971 no untested language cases will appear on language registers distributed to component offices. This will be done on a trial basis. OP/QAB will continue to receive registers containing both tested and untested. (all agreed)

2. The LDC now has changed the specifications for the LCR. The understanding factor is to replace writing. No untested cases or disclaims are to appear. Detail specs will be forthcoming next week. [REDACTED]

Comment: All language requirements in the present system will require recoding to reflect the new requirement. 1 Jan. 1971 is the deadline?

3. The Language Incentive Awards program will be revised. The cash awards system will be controlled by OP and they will authorize payments to be made by OP. This will require a new subsystem, for OP will require fiscal year reporting showing participants in the program, languages specified in the program, cash awards for each language/individual and dates. [REDACTED] will formulate the specifications. The draft of the directive will be forwarded for information next week. [REDACTED]

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